



February 1, 2018

Dear Vendor:

The Alhambra School District is considering renewing Bid #M16-13-21 for Concrete & Paving Site Work. You were awarded a contract last year and we would like to continue doing business with you this year. If you are going to request a rate increase for the next year of the contract, please e-mail your request to my attention along with documentation supporting the increase to evadino@alhambraesd.org by **February 18, 2018**. Please note all the rate increases will be re-evaluated.

If we do not receive a response for rate increase or notification of cancellation of contract prior to February 18, 2018, we will conclude that you are interested in continuing the current contract as is.

If you have any questions or concerns, please feel free to contact me at 602-336-2972.

Sincerely,

A handwritten signature in cursive script that reads 'Eva Dino'.

Eva Dino
Supervisor, Purchasing/ Warehouse

"Everyone Matters"